



Aces Academy Team Manager Role



- Keep and retain all paperwork needed by AHPD and league
- Maintain budget
- Organize and Collect forms for Uniforms
- Register team for tournaments, indoor league, etc.
- Attend all games
- Attend each practice or coordinate schedule to have a parent supervisor at each practice
- Attend league seeding meeting
- Develop a email/phone tree and address list to distribute to parents and players
- Communicate and coordinate Academy Program information to coach, players, parents and league
 - Training and game schedule
 - Game changes
 - Tournament information, etc.
- Role is not to coach but to support the coach, players, and parents by being a Culture Keeper

A Culture Keeper helps shape the culture of the Aces Academy Program. Culture is simply "the way we do things here." A positive youth sports culture is based on

1. Honoring the Game
2. Redefining what it means to be a "Winner"
3. Filling Emotional Tanks.

A Positive Youth Sports Culture involves not only the coaches and athletes, but also the parents of the athletes. That's where the "Culture-Keeper" comes in. The Culture Keeper's job is to spread the word about Positive Coaching to parents on the sidelines. Here's how you do it:

- Become familiar with the three themes of Positive Coaching (Honoring the Game, Redefining Winner, and Filling the Emotional Tank). Ask the coach about anything you don't understand. In particular, memorize the elements of Honoring the Game (ROOTS) which includes respect for
 - Rules
 - Opponents
 - Officials
 - Teammates, and one's
 - Self
- Get to know other parents on the team at the beginning of the season. Talk with them about your role and the three themes early on and ask for their support on the sidelines during games. Make sure they have seen the PCA Parent Letter and ask if they have any questions about it. If they haven't, give them a copy. As the season progresses, continue to keep the idea of Honoring the Game alive with all the parents.
- Carry a supply of "We Honor the Game Here" stickers and cards to give to parents.
- If parents get upset about calls made by officials or act in any way that doesn't Honor the Game, gently remind them that this team is committed to Honoring the Game no matter what. We Honor the Game even if the official makes a bad call, even if the other team doesn't Honor the Game. This may also be a good time to hand them a sticker or card.
- Don't forget to enjoy the season. It's going to be a great one.

Parent Name: _____ Team: U- _____ Girls / Boys _____